



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

“Jefferson County: Responsible government  
advancing quality of life”

**\*REVISED 04-06-2015**

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** April 2, 2015

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of April 6, 2015

<b>April 6, 2015 Monday</b>	Parks Committee	9:30 a.m.	Jefferson County Courthouse Rm 202
<b>April 7, 2015 Tuesday</b>	Highway Committee	8:00 a.m.	Highway Office 141 W. Woolcock St, Jefferson
	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
	Spring Election		
<b>April 8, 2015 Wednesday</b>	No Scheduled County Meetings		
<b>April 9, 2015 Thursday</b>	Child Death Review Team (CDRT)	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	<b>*Finance Committee (Agenda Revised)</b>	<b>8:30 a.m.</b>	<b>Jefferson County Courthouse Rm 112</b>
	Task Force on County Operations & Organization	10:30 a.m.	Jefferson County Courthouse Rm 202
	Zoning Board of Adjustment – Site Inspections	9:45 a.m.	Jefferson County Courthouse Rm 203
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse Rm 205
<b>April 10, 2015 Friday</b>	<b>*WI River Rail Transit Commission (WRRTC) (Agenda Added)</b>	<b>10:00 a.m.</b>	<b>Dane County Hwy Garage 2302 Fish Hatchery Rd, Madison</b>
<b>April 11, 2015 Saturday</b>	Solid Waste/Air Quality Committee	7:00 a.m.	Fair Park 503 N. Jackson Ave, Jefferson
<b>April 12, 2015 Sunday</b>	No Scheduled County Meetings		

**AGENDA**  
**JEFFERSON COUNTY PARKS COMMITTEE**  
**Jefferson County Courthouse**  
**311 South Center Avenue, Rm 202**  
**Jefferson WI 53549**  
**April 6, 2015 @ 9:30 a.m.**

Committee: Augie Tietz, Chairman, Mike Kelly, Vice Chair, Matt Foelker, Secretary, Walt Christensen, Laura Payne

1. Call to Order
2. Roll Call
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of the March 2, 2015 Meeting Minutes
7. Communications
  - a. GHA Paddles in April, Bird Walks and Rock River News
  - b. Dogs are Invited to Lure Coursing Event – Jefferson County Living
  - c. Koshkonong Mounds Road Construction
  - d. DNR Seeks Public Input – Watertown Daily Times
8. Discussion and Possible Decision on Resolution Authorizing Stewardship Application for Recreation Trail (Interurban) from Watertown to Oconomowoc
9. Discussion and Possible Decision on Resolution Authorizing Stewardship Application for Watertown Outboarders Property
10. Discussion and Possible Decision on Resolution Authorizing Stewardship Application for Mountain Biking/Parking/Trail Connection at Human Services/New Highway Department
11. Discussion and Possible Decision on the Disposition of Two Buildings at Dorothy Carnes Park East
12. Discussion and Possible Decision on Crawfish River Park Plan
13. Discussion and Possible Decision on Tour of Jefferson County Parks
14. Discussion and Possible Decision on Garman Nature Park Timber Sale
15. Discussion and Possible Decision on Resolution Supporting the Stewardship Program for Local Units of Government (Stewardship Program: The Governor's budget establishes a moratorium on Stewardship Program land purchases by the Wisconsin Department of Natural Resources. The local assistance component of the Stewardship Program is not frozen under the Governor's proposal.)
16. Update on Milwaukee Journal Sentinel Sports Show & Canoecopia
17. Update on Natural Resources Foundation Endowment Funds
18. Update on Watertown Outboarders Implementation Plan
19. Update on Holzhuetter Implementation Plan Process
20. Update on Glacial Heritage Area (GHA) Project – Greg Matthews
21. Update on Fundraising for Interurban Trail
22. Update on 2015 Parks Department Budget
23. Set next meeting date May 4, 2015 @ 9:30am and possible agenda items.
24. Adjourn

**The Committee may discuss and/or take action on any item specifically listed on the agenda. Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101, 24 hours prior to the meeting, so appropriate arrangements can be made.**



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, April 7, 2015

8:00 a.m.

Office of the Highway Commissioner – Committee Room  
141 West Woolcock Street  
Jefferson, Wisconsin 53549

**Committee Members:** George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Carlton Zentner, Ron Buchanan

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from March 4, 2015 Highway Committee meeting
7. Communications
8. Old Business    a. None
9. New Business    a. Review and approve the Local Road Improvement Program (LRIP) asphalt purchase bids for County Highway A and County Highway J  
                             b. Review and approve bids for 2015 hot-mix asphalt  
                             c. Review and approve bids for 2015 seal coat emulsion and application  
                             d. Review and approve bids for 2015 asphalt milling and pulverizing  
                             e. Review and approved bids for limestone crushing at Strasburg Quarry  
                             f. Review equipment turnover plan and equipment operations  
                             g. Update on new highway facility construction progress  
                             h. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – May 5, 2015
13. Adjourn

*Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda.*

*"Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made."*



**Aging & Disability Resource Center Advisory Committee**

Jefferson County Human Services Department  
**Health/Human Services Conference Room**  
1541 Annex Road  
Jefferson, WI 53549

Tuesday, April 7, 2015  
1:00 PM

**Committee Members:** Carol Battenberg, Ellen Haines, Dan Krause, Jim Mode, Georganne Mortensen, Carolyn Niebler, Earlene Ronk, Darlene Schaefer & Connie Stengel

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review Agenda
5. Public Comment
6. Approval of 3/3/2015 Minutes
7. Communications
8. ADRC Report
  - a. Office of the Blind & Visually Impaired
  - b. Moving Forward Youth Transitions Conference
9. Review & Discuss Budget Proposals
  - a. Aging & Disability Resource Centers
  - b. Family Care & IRIS
  - c. Senior Care
10. Elder Abuse
  - a. 2014 Statistical Reports
  - b. AARP Article: When Caregiving Goes Wrong
11. Personal Care Program Update
12. Wisconsin Health Literacy: Let's Talk About Medicines Program
13. Care Talks Program through the Community Academic Aging Research Network (CAARN)
14. Set next meeting date and possible agenda items: May 5, 2015
15. Adjourn

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.**

**Members of the Public who wish to address the Committee on specific agenda items must register their request at this time.**

**The Committee may discuss and/or take action on any item specifically listed on the agenda**



## Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

[www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

Jefferson County Child Death Review Team (CDRT)

Thursday April 9, 2015 at 8:30 AM

UW Extension Room 12, 864 Collins Rd Jefferson

### MEETING AGENDA

#### I Call to order

#### II Open session

- A. Introduction of any new members
- B. Approval of minutes from January 8, 2015 CDR
- C. Discussion of confidentiality and signing of agreement
- D. Suggestions for further review of recommendations for CDRT in 2015.
- E. Motion to move into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to Wis. Stat 19.85(1)(d)(considering strategy for crime detection or prevention); Wis. Stat 19.85(1)(f)(considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations); Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team); Wis. Stat 146.82(2)(b)(restricting redisclosure of medical information contained in records obtained pursuant to law); Wis. Stat 48.78(2)(a)(restricting redisclosure of information in records of child protective agency); and Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).

#### III. Closed session

- A. Discussion relating to 3 unexpected deaths of children and young adults up to age 25 and 1 follow up carry over case from January.
- B. Motion to return to open session.

#### IV. Reconvene open session

- A. Set meeting dates for 2015- July 9<sup>th</sup>, and October 8<sup>th</sup>.
  - B. Adjourn
-

**Agenda**  
**Jefferson County**  
**Finance Committee**  
Jefferson County Courthouse  
311 S. Center Avenue  
Room 112  
Jefferson, WI 53549

Date: Thursday, April 9, 2015

Time: 8:30 a.m.

**\*REVISED 04-02-2015**

Committee members: Jones, Richard (Chair) Poulson, Blane  
Braugher, James (Vice Chair) Schroeder, Jim  
Hanneman, Jennifer (Secretary)

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the agenda
5. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval of Finance Committee minutes for March 12, 2015
7. Communications
8. Monthly Financial Report for February 2015-Finance Department
9. Monthly Financial Report for February 2015-County Clerk
10. Monthly Financial Report for February 2015-Treasurer
11. Monthly Financial Report for February 2015-Child Support
12. Discussion of funding for projects related to the new Highway Facilities
13. Review and discussion on 2015 projections of budget vs. actual
14. Discussion and possible action on RFP's for Investment Services.
15. **\*Discussion and possible action on contingency transfer for fiber optic projects.**
16. Update and discussion on State Budget
17. Update on contingency fund balance
18. Set future meeting schedule, next meeting date, and possible agenda items
19. Payment of invoices
20. Adjourn

Next scheduled meetings: Thursday, May 14, 2015 Regular Meeting  
Thursday, June 11, 2015 Regular Meeting  
Thursday, July 9, 2015 Regular Meeting  
Thursday, August 13, 2015 Regular Meeting  
Thursday, September 10, 2015 Regular Meeting

All meetings are scheduled to begin at 8:30 am in Room 112 unless otherwise noted.

*The Committee may discuss and/or take action on any item specifically listed on the agenda.*

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***

# **AGENDA**

## **Task Force on County Operations & Organization**

Jefferson County Courthouse  
311 S. Center Avenue, Room 202  
Jefferson, WI 53549

April 9, 2015 – 10:30 a.m.

### **Members**

Kathi Cauley, Jennifer Hanneman-Chair, Sue Happ, George Jaeckel, Ron Krueger, Russell Kutz-Vice Chair, Steve Nass, Joe Nehmer, Timothy Smith-Secretary

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Communications
7. Approval of March 25, 2015 Task Force meeting minutes
8. Discussion and possible action on current committee, board and commission responsibilities, size and structure with participation from the Wisconsin Counties Association (WCA)
9. Discussion and possible action on principle statement
10. Review information from Department Heads regarding comparable counties
11. Discuss scheduling topics for future agendas
12. Tentative Future Meeting and Agenda Items (April 22, 2015 at UW Extension)
13. Adjourn

The Committee may discuss and/or take action on any items specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Janet Sayre Hoeft, Chair; Dale Weis, Vice-Chair; Don Carroll, Secretary;  
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

**PUBLIC HEARING** *BEGINS AT 1:00 P.M. ON APRIL 9, 2015 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

**CALL TO ORDER FOR BOARD MEMBERS** *IS AT 9:45 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

**SITE INSPECTION FOR BOARD MEMBERS** *LEAVES AT 10:00 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 9:45 a.m.*
2. *Roll Call*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Review of Agenda*
5. *Approval of March 12, 2015 Meeting Minutes*
6. *Communications*
7. *Site Inspections – Beginning at 10:00 a.m. and Leaving from Room 203*
  - V1450-15 – Fred & Mary Benkert, N2730 Mehring Rd, Town of Hebron*
  - V1444-15 – Judy Leikness, N2903 County Road J, Town of Oakland*
  - V1447-15 – Judy Leikness, N2903 County Road J, Town of Oakland*
  - V1451-15 – Philip & Deanna Battist/Battist Farms Inc Property, W9352 County Road B, Town of Lake Mills*
  - V1452-15 – Wes Tennyson/Wesley Tennyson & Steven Beilke Property, W6394 County Road A, Town of Milford*
8. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
9. *Explanation of Process by Board of Adjustment Chair*

## NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

**NOTICE IS HEREBY GIVEN** that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, April 9, 2015 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance and Jefferson County Floodplain Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; decisions shall be rendered after public hearing on the following:

**V1444-15 – Judy Leikness:** Variance from Sec. 11.09(c) of the Jefferson County Zoning Ordinance to exceed 50% of the structural members and allow expansion of the footprint of the house at **N2903 County Road J** in the Town of Oakland. The property is on PIN 022-0613-3511-000 (0.25 Acre) and is zoned A-1, Exclusive Agricultural.

**V1447-15 - Judy Leikness:** Variance from Sec. 11.07(d)2 of the Jefferson County Zoning Ordinance to construct a deck at less than the required right-of-way and centerline setbacks to CTH C. The site is at **N2903 County Road J** in the Town of Oakland on PIN 022-0613-3511-000 (0.25 Acre) in an A-1, Exclusive Agricultural zone.

**V1450-15 – Fred & Mary Benkert:** Variance from Sec. 11.04(f)6. Minimum Yards of the Jefferson County Zoning Ordinance to sanction reduction of the minimum 20-foot setback required in an A-1 Exclusive Agricultural zone at **N2730 Mehrling Road**. The site is on PIN 010-0615-3611-000 (40.65 Acres) in the Town of Hebron.

**V1451-15 – Philip & Deanna Battist/Battist Farms Inc. Property:** Variance from Sec. 11.07(d) Highway Setback Requirements of the Jefferson County Zoning Ordinance to reduce the required setback from County Road B centerline and right-of-way, a Class C, Major Collector Highway, for a swimming pool at **W9352 County Road B** in the Town of Lake Mills. The site is on PIN 018-0713-0744-000 (36.616 Acres) in an A-1, Exclusive Agricultural zone.

**V1452-15 – Wes Tennyson/Wesley Tennyson and Steven Beilke Property:** Variance from Sec. 11.09 Nonconforming Uses, Structures and Lots of the Jefferson County Zoning Ordinance for a modification to the building at **W6394 County Road A** over 50% of its structural members. Variance from the Jefferson County Floodplain Ordinance, 14:3.0 – Floodway District, including but not limited to 14:3.3 Standards for Development in Floodway Areas (1) General and (2) Structures. This structure is on PIN 020-0714-0432-001 (0.41 Acre) in a Community zone in the Town of Milford.

**10. Decisions on Above Petitions**

**11. Adjourn**

**If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

The Board may discuss and/or take action on any item specifically listed on the agenda.

#### **JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT**

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so appropriate arrangements can be made.

*A digital recording of the meeting will be available in the Zoning Department upon request.*

# WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website [www.wrrtc.org](http://www.wrrtc.org)

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, April 10, 2015 Executive Committee Agenda  
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons  
FROM: Mary Penn, WRRTC Administrator

## Wisconsin River Rail Transit Commission Executive Committee Meeting Friday, April 10, 2015 @ 10 AM Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

### *WRRTC's Schedule of Meetings:*

#### 2015

January 9	<i>XComm Meeting</i>
<b>February 6</b>	<b>Full Commission Meeting</b>
March 6	<i>XComm Meeting</i>
April 10	<i>XComm Meeting</i>
<b>May 8</b>	<b>Full Commission Meeting</b>
June 5	<i>XComm Meeting</i>
July 10	<i>XComm Meeting</i>
<b>August 7</b>	<b>Full Commission Meeting</b>
September 11*	<i>XComm Meeting</i>
October 9	<i>XComm Meeting</i>
<b>November 6</b>	<b>Full Commission Meeting</b>
December 4	<i>XComm Meeting</i>

**NOTE:** The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

In the event of inclement weather and the possibility of meeting cancellation, contact Mary Penn at 608-342-1637, no later than the 24 hours before a meeting.

**NOTICE is sent to:** County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.  
*Thank you for your interest and assistance.*

*To learn more about WRRTC, please visit our website at [www.wrrtc.org](http://www.wrrtc.org)*

# Wisconsin River Rail Transit Commission

**Executive Committee Meeting - Friday, April 10<sup>th</sup>, 2015 @ 10 AM**  
**Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI**

*10 minutes estimated | Action Items*

1. 10:00 AM **Call to Order** – Alan Sweeney, Chair
2. Roll Call. **Establishment of Quorum** – Mary Penn
3. Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
4. Action Item. **Approval of Agenda** – Prepared by Penn
5. Action Item. **Approval of draft March Meeting Minutes**– Prepared by Penn
6. Updates. **Public Comment** – Time for public comment may be limited by the Chair
7. Updates. **Correspondence & Communications** – Discussion may be limited by the Chair
8. Updates. **Announcements by Commissioners** – No Discussion Permitted

## REPORTS & COMMISSION BUSINESS

*10 minutes estimated | Update & Possible Action*

9. **WRRTC Financial Report** – Jim Matzinger, Dane County CPA / WRRTC Accountant
  - Treasurer's Report for March and Payment of Bills

*10 minutes estimated | Update*

10. **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
  - Update on Monthly Maintenance Activities
  - Update on Capital Projects
  - Update on Business Development
  - Other Continuing Issues/ Topics

*10 minutes estimated | Update*

11. **WDOT Report**–Kim Tollers, WDOT

*5 minutes estimated | Update*

12. **WRRTC Administrator's Report** – Mary Penn, WRRTC Admin.

*5 minutes estimated | Discussion & Possible Action*

13. **Discussion and Possible Action on Utility Permit (Permit # 2015-1-WI) for Frontier Communications Bore at T6N R9E Section 35, Oregon Sub, City of Fitchburg, Dane County, Wisconsin** – Deb Friederichs, Frontier Communications

*5 minutes estimated | Discussion & Possible Action*

14. **Discussion and Possible Action on Acceptance of Transfer of Deed of Property to WRRTC from the City of Waukesha** – Dick Mace, Waukesha County Commissioner

14. Action Item. **Adjournment**



Jefferson County  
Solid Waste/Air Quality Committee – Clean Sweep  
April 11, 2015  
Jefferson County Fair Park  
503 N. Jackson Avenue  
Jefferson, WI 53549  
7:00 a.m.

**Members:** Don Reese (Chair), Kirk Lund (Vice-Chair), Laura Payne (Secretary), Ron Buchanan and Carlton Zentner

**Staff:** Rob Klotz and Sharon Ehrhardt

- 
1. Call to Order
  2. Roll Call (Establish a Quorum)
  3. Certification of Compliance With the Open Meetings Law
  4. Review the Agenda
  5. Clean Sweep Event Operation

**A. Place:** Jefferson County Fair Park, 503 N. Jackson Avenue, Jefferson, WI 53549

**Directions:** Facility located at the Jefferson County Fair Park located 3½ blocks north of W. Racine Street (USH 18) on N. Jackson Avenue and 4 ½ blocks west of Main Street (STH 26) on W. Puerner Street.

**B. Time:** The staff should arrive at 7:00 a.m. The Solid Waste Committee, volunteers, nurses, pharmacists and work groups will start at 7:20 a.m. All volunteers need to sign in. Sharon will assign and explain duties to volunteers.

**C. Safety Meeting:** The safety meeting is at 7:30 a.m. sharp; all volunteers, Committee members and staff should attend this meeting. Veolia will be set up and ready for operation in the Dairy Building Number 2 at 7:45 a.m. The general public will be arriving shortly before 8:00 a.m.

**D. Tire Recycling:** This event will be held in the Cleary Building Number 5 parking lot next to Gate 3.

**E. Dress Requirements:** Please dress appropriately; no sandals, open toed shoes or shorts.

6. Adjourn
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